



J. TYLER McCAULEY  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-2766  
PHONE: (213) 974-8301 FAX: (213) 626-5427



March 16, 2001

TO: Supervisor Michael D. Antonovich, Mayor  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

FROM:

for J. Tyler McCauley *Michael J. Antonovich*  
Auditor-Controller

**SUBJECT: PROBATION DEPARTMENT ADULT BANKED CASELOAD  
RESTRUCTURING EFFORT – FIFTH STATUS REPORT**

In September 1999, your Board approved the Chief Probation Officer's request for approximately \$2.2 million to hire 60 additional staff to begin restructuring adult supervision services. To evaluate the success of Probation's restructuring efforts, your Board established five performance standards (Attachment I) and requested that my office evaluate, on a quarterly basis, Probation's efforts in meeting the performance standards.

In September 2000, we issued our fourth quarterly status that indicated Probation's success at meeting two of the five performance measures. At that time, your Board provided Probation with an additional \$1.9 million in funding to continue its restructuring of adult supervision services and requested that my office provide a fifth status report in six months. This is that status report.

**Status**

**Case Assessments**

The performance standard requires Probation to perform an initial risk and needs assessment on 60% of new probation grants. For this status report, we reviewed Probation's November 2000 through January 2001 statistics, noting that Probation continues to exceed the performance standard. Specifically, we determined that the

Department completed 95% of the initial risk and needs assessments for new probation grants.

The standard also requires Probation to reassess 35% of active cases at the midpoint of the probation term. We reviewed approximately 5% (312) of the total cases from the November 2000 through January 2001 monthly "Mid-Point Review Lists" and noted that 88% (276) of the cases were reassessed at the mid-point. We conclude that Probation is now meeting this performance standard.

#### Orientation and Reporting Requirements

The performance standard requires that 70% of cases that do not report for their orientation will be reported to the court within 30 days for violation. We selected 159 new grants of probation, identifying 44 instances where the probationer did not report to Probation for their scheduled orientation. We found that Probation reported 43 of the 44 (98%) cases to the court within the 30-day timeframe. We conclude that Probation is now meeting this performance standard.

#### New Arrests and Violations

The performance standard requires Probation to report 60% of all active cases with new arrests or probation violations to the court within 30 days. Our review of Probation's December 2000 and January 2001 "Supervision Workload Control Reports" disclosed that, for both months, Probation reported 99% of all new arrests and probation violations to the courts within 30 days. We conclude that Probation continues to exceed this performance standard.

#### Restitution Collections

The performance standard requires that 60% of existing cases with outstanding financial obligations will be reported in violation of the court at least 90 days prior to the end of the probationer's term of probation. We reviewed a total of 300 cases from Probation's November 2000 through January 2001 "Monthly Expiration Reports" and noted 279 instances where probationers had outstanding financial obligations. Of these cases, Probation reported 181 (65%) to the courts at least 90 days prior to the end of the defendant's probationary term. We conclude that Probation is now meeting this performance standard.

#### Court Reports

The performance standard requires that Court Reports be submitted to the court two days prior to the court hearing date for 94% of all court cases. Our review of the Department's November and December 2000 reporting statistics disclosed that Probation exceeded this performance standard both months by consistently reporting 99% of all cases to the courts two days prior to the court hearing date. We conclude that Probation continues to exceed this performance standard.

Conclusion

Probation is now in compliance with the five performance standards. The Department's success is partly attributed to its restructuring of adult supervision services, which resulted in increased monitoring of probationers and the elimination of expired cases. Since December 1999, Probation records indicate that the Department has reduced total caseloads by 10,000 cases, from 77,000 to 67,000. In addition, the Department has implemented a variety of administrative controls to help monitor and ensure staff compliance with the Department's performance standards. Therefore, unless otherwise directed by your Board, this will be our last status report.

Please call me if you have any questions, or your staff may contact Pat McMahon at 974-0301 or DeWitt Roberts at 893-0973.

JTM:PM:LR

Attachment

c: David E. Janssen, Chief Administrative Officer  
Richard Shumsky, Chief Probation Officer  
Lloyd W. Pellman, County Counsel  
Violet Varona-Lukens, Executive Officer  
Public Information Office  
Audit Committee

**Performance Standards Developed to Evaluate Probation's Success  
in Restructuring Adult Bank Caseload Services**

1. Case Assessments

Sixty percent of existing cases will have an initial risk and needs assessment completed, and 35 percent of active cases will be reassessed during the mid-point of the probation term.

2. Orientation and Reporting Requirements

Seventy percent of current cases that have failed to report for orientation will be reported to the court within 30 days for violation.

3. New Arrests and Violations

Sixty percent of active cases with new arrests or in violation of probation will be reported to the court within 30 days.

4. Restitution Collections

Sixty percent of existing cases with outstanding financial obligations will be reported in violation of the court at least 90 days prior to the end of the probation term.

5. Court Reports

Ninety-four percent of cases will be submitted to the court two days prior to the court hearing date.